

## 10/13/15 8:00 AM Senior Design Suite Meeting Minutes

### SHOULD BE DONE BY TODAY

- We need to take more accurate dimensions now that we know the Twister is a little taller. Ask Dr. Cohen how centered the subject needs to be in her lab.
- Purple headpiece: replace or locate
- Austin - Cut the spring steel on monday (10:30ish)
- Jacquelin - Print 10/8 and 10/10 meeting notes
  - Print article, powerpoint, word document
  - print pictures of lab and twister
  - Start doing Summaries of meeting minutes and to-do lists
- Sally - Email Joe about the admin password, necessity of other accounts
  - Write a document on what we were given, what we learned, how the Twister works
  - Table of Contents (vague)
  - eventually print off team photo
- Robert - Print off Screenshots of video for binder

### IS IT DONE?

- Accurate dimensions, how centered they should be X
- replace or locate purple headpiece X
- Austin cut spring steel O
- Jacquelin Print x/o (will finish today)
- Sally email, print team photo O
- Robert print O

8:12 - everybody here. get ready for snapshot

- organizing photos.
- Problem statement, design goals, table of requirements

8:33 - begin working on posterboard

### For Thursday

- Sally will send an email assigning tasks for first design
- We will meet thursday morning to discuss options before meeting with Dr. Perry.